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25X1A6c [redacted]

Chief of Station, [redacted] 25X1A6a
ATTN: Finance Officer

17 April 1959

Deputy Comptroller

General - Administrative/Finance/Logistics
Specific - Preparation of Form No. 1466, Schedule of Locally Procured Non-expendable Materiel, Schedule L.

Report the Value of Nonexpendable Materiel Procured.

[redacted] dated 2 March 1959

25X1A6c

25X1A6a 1. Paragraph 6 of reference set forth the procedure to be followed by the [redacted] Station for reporting local procurement of nonexpendable materiel made by the station to headquarters.

25X1A6a 2. Inasmuch as the monthly Class A accounting of the [redacted] Station includes financial transactions of locations maintaining separate Type II accountability for property, it is suggested that the station Finance Officer contact each such location and request that it clearly identify on its financial accountings the nonexpendable materiel procured locally and recorded in its Type II property records, together with the dollar value of each transaction as recorded in its property records. Further, in preparing Schedule L, it is requested that opposite each line item representing local procurements by such locations, the "Description of Item" column include parenthetically the dollar value of the item as recorded in the Type II accountable records, along with the name of the Type II accountable location affected.

25X1A2e /s/ [redacted]

25 March 1959

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